

# **Envision Carlsbad Citizens Committee**

**Minutes**  
**May 12, 2010**

**1635 Faraday Avenue, Carlsbad**  
**Room 173B**

## **Committee Present**

### **Primary Members**

Barbara Hamilton	Jim Farley	Eric Larson
Gina McBride	Julie Baker	Kent McCormick
Allen Sweet	Kirk Cowles	Jeff Segall
Diane Proulx	Jim Comstock	Hap L'Heureux

### **Alternate Members**

Mike Howes	Jack Cumming
Farrah Douglas	Glen Etherington

Absent: John O'Reilly (Primary), Jim Bradley (Alternate), Sean Bentley (Primary), Ken Alfrey (Primary), Fred Sandquist (Primary), William Kloetzer (Alternate), Robert Nielsen (Alternate), Greg Nelson (Alternate), Guy Roney (Alternate), Robert Gates (Alternate), Jeannie Sprague-Bentley (Alternate)

### **City of Carlsbad Staff:**

*Sandra Holder – Interim Assistant City Manager*  
*Gary Barberio – Community & Economic Development Director*  
*Don Neu – Planning Director*  
*David de Cordova – Principal Planner*  
*Jennifer Jesser – Senior Planner*  
*Barbara Nedros – Administrative Assistant*

### **Consultant**

*Rajeev Bhatia – Dyett & Bhatia*

Public/other attendees

Sandra Holder called the meeting to order at 6:00 p.m.

## **1. Introduction**

Sandra Holder thanked the Committee for being at the meeting and congratulated them on a successful Community Vision that was adopted from the first phase. Sandra Holder introduced Lisa Hildabrand, City Manager who wanted to say a few words to the Committee.

Sandra passed out a copy of an article that was in the Chamber's May Newsletter that was written by Lisa Hildabrand, City Manager regarding the City Council's annual goal setting process with a highlighted portion that referred to Envision Carlsbad.

Sandra said that we were having a little celebration in honor of the adoption of the Community Vision and so we were having cake this evening.

The Committee had a short break at this time for the celebration.

Sandra called the meeting back to order at this point.

Sandra indicated the City Council had their goal setting workshop in February that they used the Community Vision for their afternoon breakout discussions. The discussions were centered on all nine core values contained in the Community Vision. That has become the basis for our organization's work plan for the future.

## **2. Phase 2 Committee Structure and Role**

Sandra Holder indicated that from some of the feedback from the Committee it was decided to implement some changes to the Charter of the Envision Carlsbad Citizens Committee. One of the changes is that we are not going to use an outside facilitator. We wanted it to be a more traditional Committee with a Chair and a Vice Chair. There will be some recommended actions that will be taken and those recommended actions will be forwarded to the Planning Commission. We want to make sure that the meetings are run by this Committee not by an external facilitator or by staff.

The first order of business is to elect a Chair and a Vice-Chair. Jim Comstock nominated Eric Larson to be the Chair of the Committee. The vote was unanimous and Eric Larson was elected as the Chair.

Hap L'Heureux nominated Jim Farley as the Vice-Chair. The vote was unanimous and Jim Farley was elected as the Vice-Chair of the Committee.

Dave de Cordova went over the changes that staff was proposing to the Charter for the Envision Carlsbad Citizens Committee. We already talked about the Committee structure and role by having the Committee run by a Chair and Vice-Chair. With the shifting nature of the Committee's work we are proposing some changes to the principles of participation or the Committee's Charter. Moving into Phase 2 it will be more focused on product rather than process but a lot of the work that the Committee is doing will remain the same. The structure is still proposed to be the same, a 19-member committee; it was purposely set to be as large as it is to promote as much diversity as possible.

The Committee will provide input to staff and the consultants as we develop the plan. We will be more focused on developing land use policy, the general plan, alternative land use scenarios, testing those against the community's vision and providing input as we develop policies.

Dave went over the document and indicated that the changes were underline/strikeout language on the document. Dave highlighted the changes that were being suggested to the Committee.

One change in terms of the structure was that staff was suggesting that to fill a vacant Alternate spot that the member need not come from the same organization as the Primary member, but they would need to be in the same perspective. This would enable us to access a greater pool of knowledge and experience to bring to the Committee.

We have taken care of the Chair and Vice-Chair and we have some suggested roles for those individuals. Dave went over the roles and the ground rules for the Committee.

The change to External Communications is that Committee members are asked to notify city staff of any media contact related to the committee and its work.

There was discussion by the Committee on filling open alternate positions on the Committee and using those individuals that have been attending the meetings on a regular basis. The primary member vacancy is filled by the alternate. If there is no alternate then the vacancy of a primary member is filled by the City Council.

The Committee had a discussion on how the vacancies are filled and if they could make recommendations to the City Council on how that is accomplished.

After some discussion Eric Larson indicated that it looked like they were leaning towards making some kind of a recommendation to the City Council on a change in the structure. There was a comment that we suggest to the City Council that this be the seated Committee and if there are any vacancies that the pool of alternates be considered to appointments to those seats and leave it up to the City Council if that individual meets the criteria for the vacant seat.

Eric Larson asked if the Committee had an agreement that we are making a recommendation to the City Council that we ask them to vary from the original mode of 19 committee members and 19 alternates and just let that pool of alternates wither away (as it evidently has). We know who the active people are and our suggestion is that the City Council use them as their first pool of people to appoint for vacancies. There was consensus with Committee to recommend this to the City Council.

Sandra Holder indicated that the recommendation would be made to the City Council when the work program and the charter went back to the City Council and that would be part of the staff report.

The Committee was in consensus on the changes that were proposed for the Mission Statement and Principles of Participation.

The Committee reviewed the draft ground rules that were presented. The Committee was in consensus that they would follow the ground rules that were presented.

There are a couple of primary vacancies that would need to be filled. Diane Lantz who represented the Northwest area and we would like to recommend that Julie Baker move into that slot because the Village Improvement Partnership that she represents is no longer active. That leaves the business part of the Committee a little bit light. We would like to send letters out to all of our business stakeholders and ask if they are interested in recommending someone for the Council to appoint to Julie Baker's vacant seat.

Jennifer Jesser went over the list of the Economic businesses that letters would be sent to and asked the Committee if they had any other suggestions.

Eric Larson asked if we had any alternates that would fill this void and should we look there first before sending out letters. The Committee discussed this issue.

The Committee is suggesting that the City Council look at the pool of alternates to fill the Economic perspective seat that will be vacant. Sandra Holder felt that based on the Committee's earlier discussion that she would be hesitant to send out letters to the organizations. The Committee agreed.

Staff wanted to check with the Committee to see if meeting on the second Wednesday of the month was still good with the members and if 6:00 p.m. still works. Staff would like the Committee to also reserve the fourth Wednesday of the month in the event that we need additional meetings.

The Committee decided that 6:00 p.m. on the second Wednesday of the month will be the primary meeting date.

### **3. City Staff/Consultant Role**

Gary Barberio told the Committee that city staff and the consultant will have different roles in Phase 2 than what they had in Phase 1. In this phase staff will take a much more active role. This is because land use, zoning and our local coastal program are a lot more technical in nature than the Phase 1 -Vision.

The Planning Commission and City Council will be kept up to date throughout the process. They will be educated as to where we are at and what is going on and get their feedback at critical times. This is a lot different than in Phase 1. Ultimately all the work that the Committee does will be going through the Planning Commission for a recommendation to the City Council for adoption.

Gary referred to presentation slides (on file with Community & Economic Development) that listed the consultants that the Committee would be working with through this phase of the program. Gary explained about the Interdepartmental Technical Advisory Committee which is made up of department heads. When the topic matter is in their subject area they may be here at the EC<sup>3</sup> meetings.

### **4. General Plan Overview**

Rajeev Bhatia reviewed with the Committee the Core Values that resulted from Phase 1 and overviewed "What is a General Plan".

Phase 2 will be to align all of the technical documents with this vision. The General Plan is a very powerful document and the state courts have called it a constitution for local development. It needs to be comprehensive and needs to cover the entire city and all of the surrounding areas that relate to the city's planning.

There are seven elements each general plan should have and they are land use, circulation, housing, conservation, open space, noise and safety. There can be other optional elements as well such as economic.

The Local Coastal Program is a state-mandated program that applies to the coastal zone. The update will clarify the overlap between the LCP, General Plan, and Zoning Ordinance.

The Zoning Ordinance provides rules and regulations for development. The update will prepare a concise and modern code consistent with State and Federal law.

## **5. Phase 2 Work Program Overview**

Rajeev Bhatia continued to discuss the Phase 2 DRAFT Work Program (on file with Community & Economic Development) with the Committee. Rajeev referred the Committee to two 11 x 17 inch pullouts that provide an overview that has ten tasks. This is actually a one page summary of the actual work program. Then there is the actual work program that can be read through with details of the individual steps. The other pullout is the actual schedule. This shows the same ten tasks realizing that we will not be getting started in June, it may be July or August before we get started. Everything will be shifted out.

From the nine core values there will be six working papers that will be more educational for the Committee. Rajeev continued to explain the different tasks for the Committee and what each one will consist of.

Jim Farley indicated that he would hope that staff would be very sensitive to our schedules and provide us with draft documents well in advance of any meeting.

Rajeev indicated that the Committee would probably only need approximately two weeks to review any of the working papers that were distributed to the Committee.

**6. Next step – EC3 Review of Work Program**

The Committee has the opportunity to review and comment on the Phase 2 DRAFT Work Program before we take it forward to the Planning Commission and the City Council for adoption.

The Committee decided to hold the next meeting on June 9, 2010 at 6 :00 p.m. (if necessary) and they would provide their comments on the work program to staff by May 28, 2010. The comments would be submitted indicating what page and paragraph they represent. Staff will have a redlined document for the Committee to review.

Eric Larson asked that an email be sent out early the week of May 17, 2010 as a reminder to have their comments in by May 28, 2010 and indicate who the Committee should send their comments to.

**7. Public Comment**

There was no public comment.

**8. Adjourn – Eric Larson adjourned the meeting at 8:10 p.m.**